



**Financial and Administrative Service Department**  
**Purchasing Office**  
PO Box 1088, Austin, Texas, 78767

August 18, 2008

Deloitte & Touche, LLP  
400 West 15<sup>th</sup> Street, Ste. 1700  
Austin, TX 78701  
ATTN: Reem Samra

Dear Ms. Samra:

The Austin City Council has approved the execution of a contract with your company for Comprehensive Annual Financial Report (CAFR) and Single Audit and other Services.

Responsible Department:	Finance and Administrative Services Department
Department Contact Person:	Diana Thomas
Department Contact Email Address:	<a href="mailto:diana.thomas@ci.austin.tx.us">diana.thomas@ci.austin.tx.us</a>
Department Contact Telephone:	(512) 974-1166
Project Name:	Comprehensive Annual Financial Report (CAFR) and Single Audit and other Services
Contractor Name:	Deloitte & Touche, LLP
Contract Number:	PA080000071
Contract Period:	8/1/08 – 7/31/10
Extension Options:	Three (3) twelve (12) month extension options
Requisition Number:	7400 - 08022100351
Solicitation Number:	MQH0003
Agenda Item Number:	48
Council Approval Date:	6/18/08

A copy of the contract/purchase order will be forwarded by mail.

Thank you for your interest in doing business with the City of Austin. If you have any questions regarding this contract, please contact the person referenced under Department Contact Person.

Sincerely,

Sydney Ceder  
Senior Buyer  
Purchasing Office  
Financial and Administrative Services Department